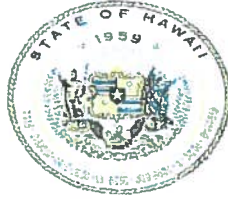


DAVID Y. IGE
GOVERNOR

SHAN S. TSUTSUI
LIEUTENANT GOVERNOR



LESLIE WILKINS
CHAIRPERSON

ALLICYN C.H. TASAKA
EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813
Phone: (808) 586-8630 Web: <http://labor.hawaii.gov/wdc/>

Executive Director Report March 9, 2017

(Period between December 9, 2016 to March 8, 2017)

Board Recruitment Update

Welcome to newly designated Mayor's representatives on the WDC Board:

Neil Gytoku, Hawaii County Housing Administrator for Mayor Harry Kim

Susan Fernandez, City Department of Community Service Deputy Director for Mayor Kirk Caldwell

Pending new Governor's designee. Betsy Kim is now with the Office of the Vice President for Research and Innovation at the University of Hawaii. Aloha to Joanne Kealoha who has retired from ILWU, Local 142 and has decided to resign from the WDC. We are recruiting for a replacement in the labor sector.

Legislative Update

Budget briefings for the DLIR, including WDC were held and Director Linda Chu Takayama testified for the department:

January 9, 2017: House Finance Committee

January 11, 2017: Senate Ways and Means Committee

January 26, 2017: Joint House Labor and Public Employment and Senate Judiciary and Labor Committees

Senate Bill 49 Relating to Education was heard before the joint Senate Education and Judiciary and Labor Committees. The purpose of this measure is to add to the education HRS 302A to require the Department of Education (DOE) to collaborate with the Workforce Development Council on workforce development initiatives. Additionally, SB 49, SD1 adds new language to the Workforce Development Council (WDC) HRS 202-2 to require the WDC to collaborate with the DOE on workforce development initiatives, sector strategies, career pathways, training, assessments, and submit a report to the Legislature on the progress of these initiatives. WDC submitted testimony offering comments with explanation that the new initiatives are beyond the purview of WIOA and WDC would need State funding and additional staffing to meet the new workforce programs in the bill. The DOE also submitted comments, and DHS-Vocational Rehabilitation, Hawaii State Teachers Association and Society for Human Resource Management Hawaii submitted testimony in support. The measure has crossed over from the Senate to the House for consideration.

Policies and Procedures

The following WIOA Bulletins were officially issued:

WIOA Bulletin 16-16 Policy on Salary and Bonus Limitations on December 15, 2016
WIOA Bulletin 17-16 Procurement Policy and Standards on December 15, 2016
WIOA Bulletin 01-17 WIOA Methods of Administration on January 3, 2017
WIOA Bulletin 02-17 WDC Policy – WIOA Methods of Administration on January 10, 2017
WIOA Bulletin 03-17 Local Board Review of AEFLA Applications on January 10, 2017
WIOA Bulletin 04-17 Allowable Costs on January 12, 2017
WIOA Bulletin 05-17 Items of Cost on January 12, 2017
WIOA Bulletin 06-17 Cost Management on January 12, 2017
WIOA Bulletin 07-17 Policy on Audit Requirements and Resolutions on January 26, 2017
WIOA Bulletin 08-17 Policy on Records Retention and Access to Records on January 26, 2017
WIOA Bulletin 09-17 PY17 Planning Estimate Allocations on February 15, 2017

Local Plans' Revisions Update

The local plans submitted by Kauai, Maui, Oahu and Hawaii counties are going through the revision process. Thank you to the WDBs for working hard to develop their plans to reflect the workforce needs of their respective community and to align with the Unified State Plan. Further action on the status of the local plans has been referred to the Performance Measures and Accountability Committee.

HireNet Dashboard

The Statewide HireNet system is able to create dashboards that show participation by veterans, breakdown of the age groups of users, their employment status, unemployment status, numbers of how many registered by month, breakdown of participant's educational level and race. This provides useful information as it shows the demographics of the participants registered at the American Job Centers by county. Please see attached charts by each county for period between July 1, 2016 to December 31, 2016 and screen shots on how to obtain the information on HireNet at www.hirenethawaii.com.

Federal Audits

The USDOL requires states to conduct annual validation of data submissions for federal-funded employment and training programs, including WIOA. The intent of the validation is to ensure the accuracy of information collected and reports on program activities and program outcomes. The files reviewed are randomly selected.

WDC staff conducted Federal data validation audits on-site at the local workforce development boards and at the Workforce Development Division (WDD):

Maui: January 13, 2017

Oahu: January 17 and February 20, 2017

Kauai: January 27, 2017

Hawaii County: February 15-16, 2017

WDD as a service provider for National Emergency Grants: January 24, 2017

*WDD is a service provider for Adult, Dislocated Worker and Youth programs on Maui, Kauai and Hawaii counties. National Emergency Grants for WIOA are for dislocated workers.

Audit Results

CATEGORY	OAHU WDB	MAUI WDB	HAWAII WDB	KAUAI WDB	WDD (NEG)*
ADULT	86 out of 89 Passed 3 Failed	1 out of 1 Passed No Fails	38 out of 29 Passed 1 Failed	15 out of 15 Passed No Fails	0
DISLOCATED WORKER	46 out of 50 Passed 4 Failed	12 out of 13 Passed 1 Failed	34 out of 36 Passed 2 Failed	27 out of 28 Passed 1 Failed	0 (See Maui, Kauai and Hawaii WDBs)
OLDER YOUTH	12 out of 14 Passed 2 Failed	0 out of 6 Passed 6 Failed	0 out of 5 Passed 5 Failed	1 out of 1 Passed No Fails	0
YOUNGER YOUTH	28 out of 44 Passed 16 Failed	0 out of 18 Passed 18 Failed	26 out of 27 Passed 1 Failed	0 out of 11 Passed 11 Failed	0
NATIONAL EMERGENCY GRANTS (NEG)*	0	1 out of 1 Passed No Fails	9 out of 9 Passed No Fails	3 out of 3 Passed No Fails	36 out of 38 Passed 2 Failed
TOTALS	172 out of 197 Passed 25 Failed	14 out of 39 Passed 25 Failed	107 out of 116 Passed 9 Failed	46 out of 58 Passed 12 Failed	36 out of 38 Passed 2 Failed

Common reasons for failed files includes incorrect input of data into the HireNet system. If one element under review is incorrect, the entire participant file is failed. There is a higher rate of failures in the younger youth category due to review of more elements such as pre and post- test scores, goals and attainment of goals.

The higher rate of failure for older and younger youth in Maui is due to participant files not being available. The auditors would like to commend Hawaii County WDB for how they organized their participant files. Staff created and implemented a divider system within the participant folders for efficient review process. This system was shared with Maui staff.

Statewide Funding Mapping Brochure

Thank you to Bernadette Howard and the UH-Career and Technical Education (CTE) for collaborating with WDC on the development of "Hawaii's Investment of Public Funds in Workforce Development Programs: A Funding Summary 2016". The brochure shows at a glance the State, County and Federal agencies that receive Federal and State funds for workforce development and how much was expended to administer the programs. Descriptions of the programs are listed and types of programs are color-coded to easily identify which agencies are doing similar programs. The last time a funding summary was done was in 2004. The brochures were distributed to the agencies listed in the brochure, Legislators, Governor, Lt. Governor, county WDBs, core and mandatory partners, and made available to attendees at the Region 6 WIOA convening in San Francisco. If you would like copies of the brochures, please notify Jan Kusakabe, Office Manager at WDC.

Training

Hawaii County WDB staff requested training on HireNet. WDC has submitted a request to Geographic Solutions so we hope to hold trainings on each island in May. Confirmation is pending with Geographic Solutions.

Staffing Update

Welcome to new WDC staff:

Jan Kusakabe as Office Manager effective January 12, 2017

Jayson Muraki as the Workforce Information and Data Coordinator effective January 31, 2017

We continue to recruit for three vacant positions.

Ongoing Meetings

Monthly meetings have been established to open up better lines of communications with the County WDBs, core and mandatory partners, WDD to discuss HireNet, Director and Deputy Director, Chair and Vice Chair, and with Region 6 USDOL officials.

WDC staff has been meeting with each of the county WDBs to share information to guide the discussion on the services they wish to provide in their American Job Centers (AJC) and affiliate centers. In preparation of these meetings, Jeanne Ohta developed a comprehensive 38-page workbook that included requirements of and an overview of Memorandum of Understanding (MOU), identifying partners in the centers, time period of the MOU, roles of the AJC operator, sharing infrastructure costs, budget and cost allocation and timelines. The workbook was also reviewed with the core and mandatory partners.

Upcoming

During the next several months, WDC will focus on board member orientations, hold meetings with committee chairs, develop committee structure and support to activate committees.

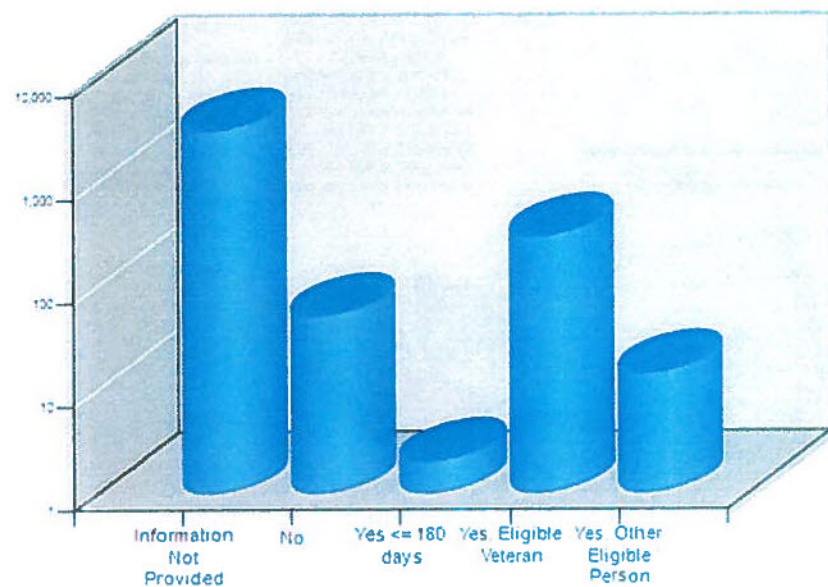
March 17: Executive Director to speak to Chamber of Commerce's Employer Committee.

May 12: Executive Director and Bernadette Howard, UH-CTE to present on WDC, WIOA and Career Pathways at the DXP Data Summit hosted by the University of Hawaii.

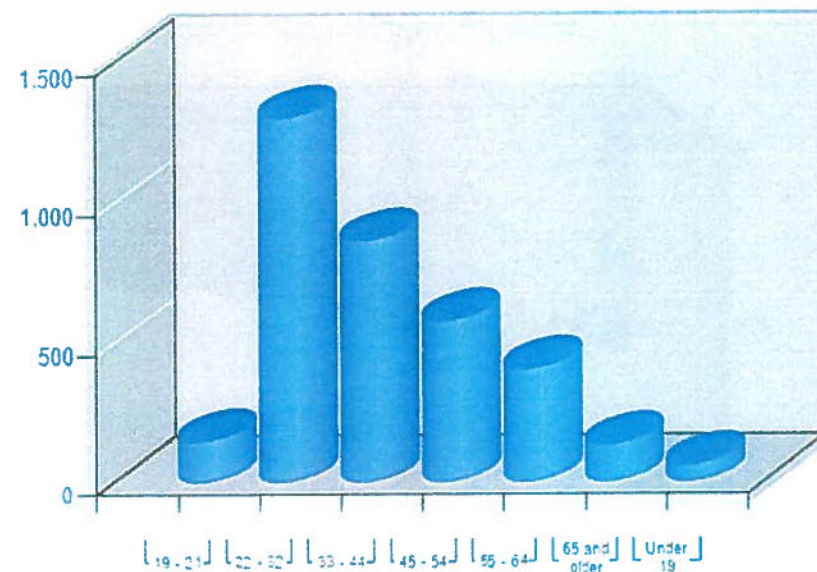
Report respectfully submitted by Allicyn Tasaka, Executive Director

Registered Individual Report (County: Honolulu)

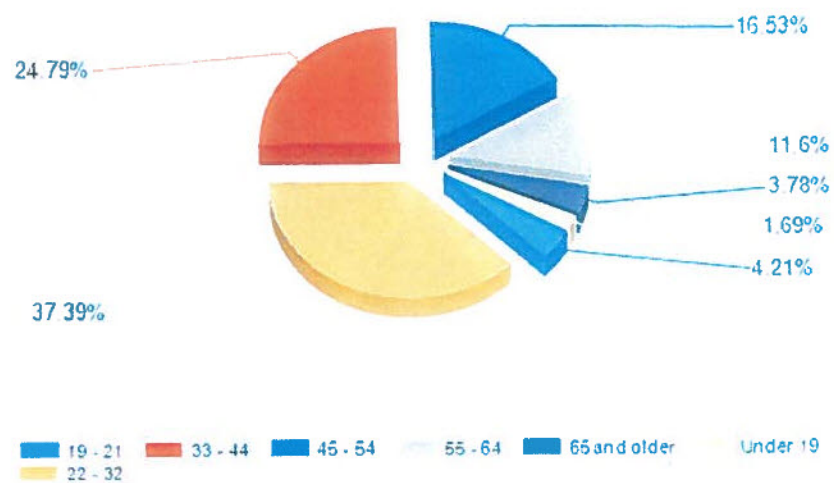
Veteran Type



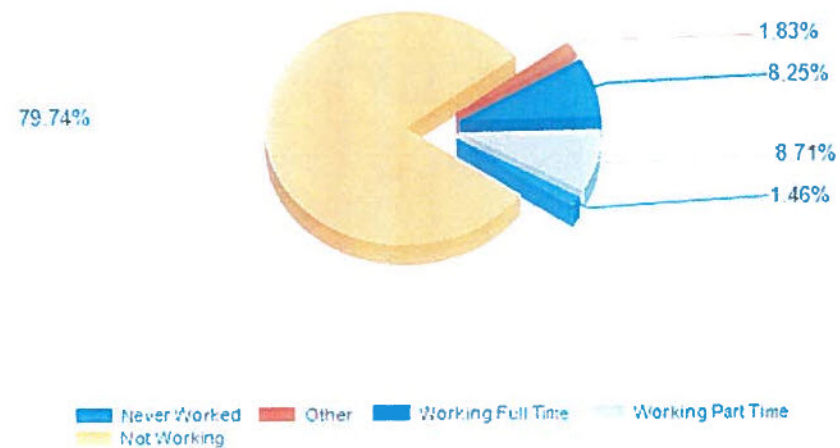
Current Age



Current Age



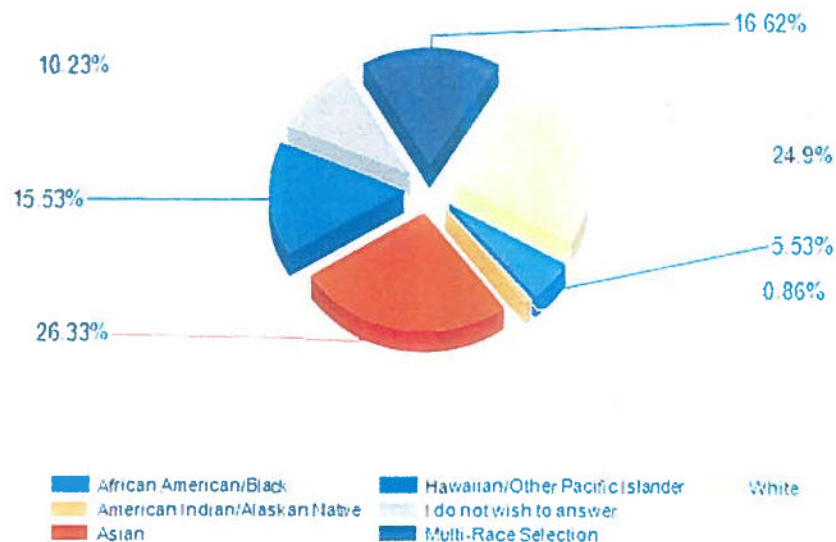
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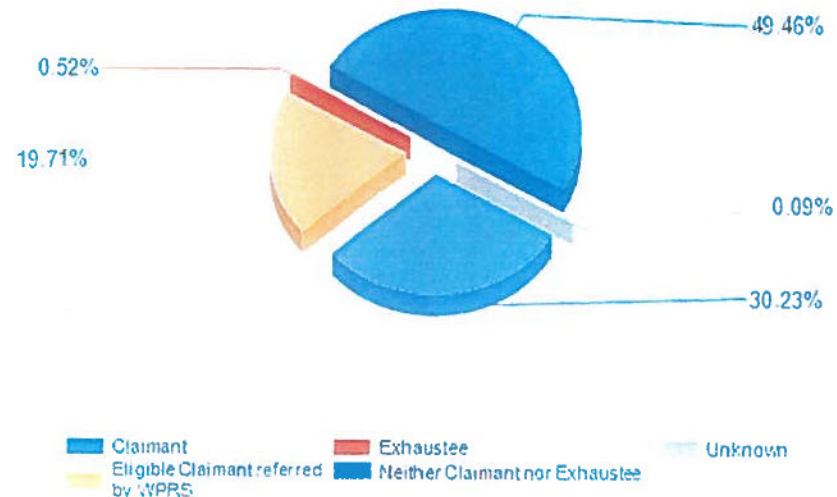
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Honolulu)

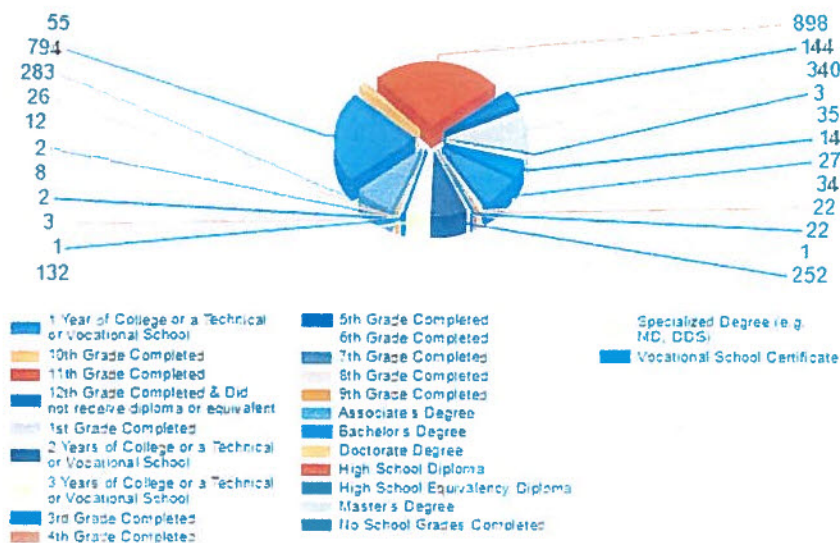
Race



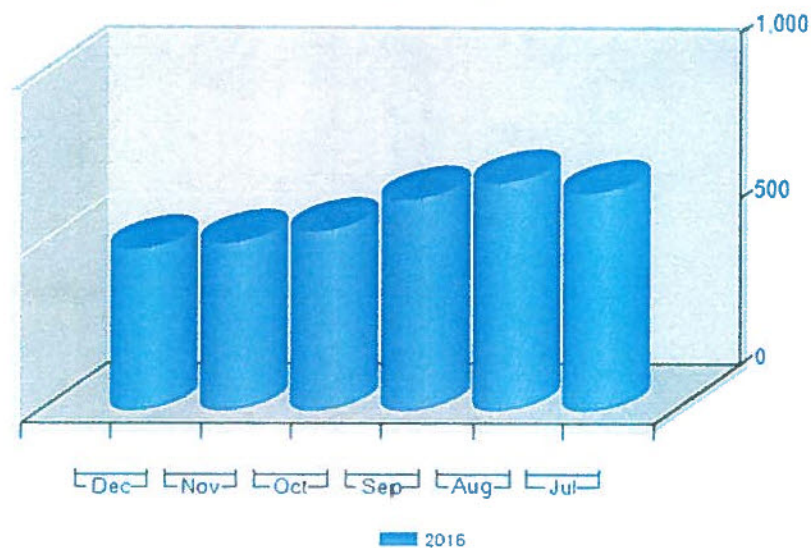
Unemployment Status



Education Level



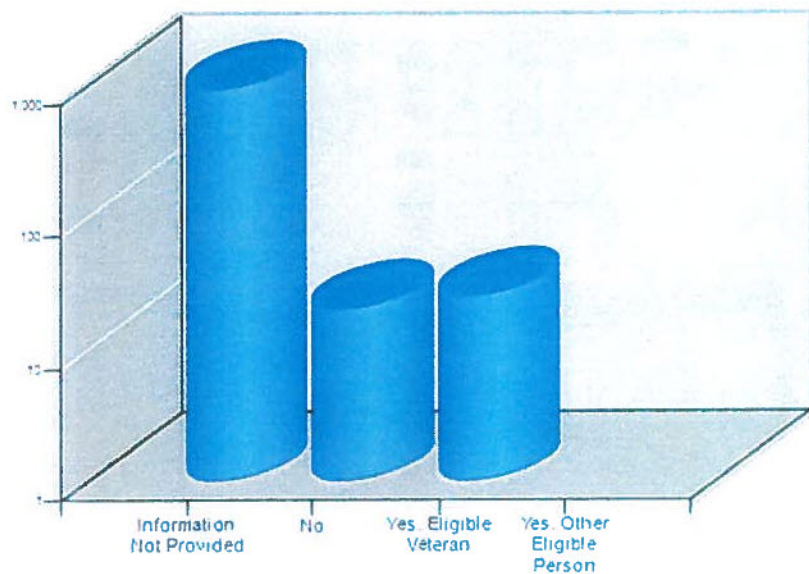
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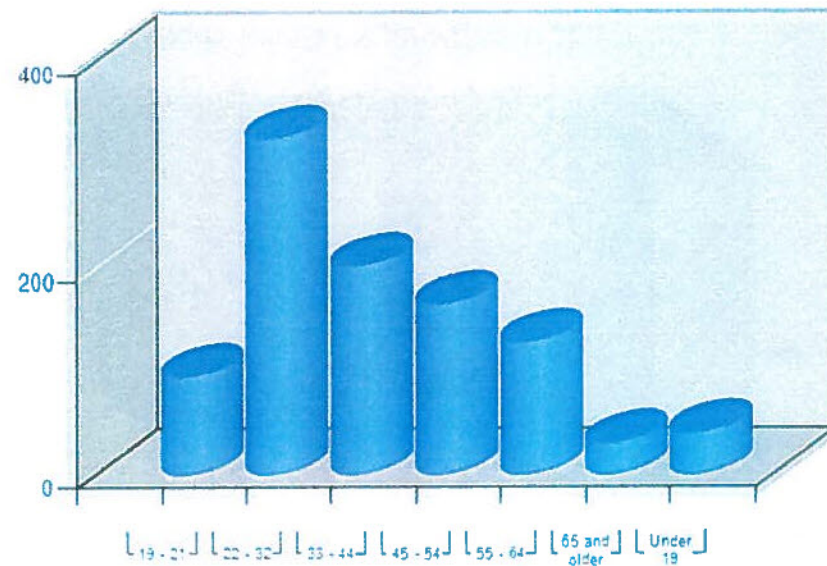
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Hawaii)

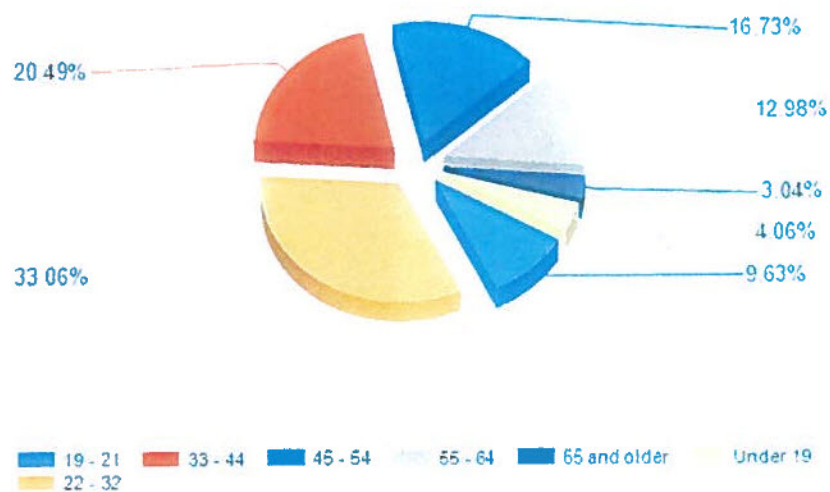
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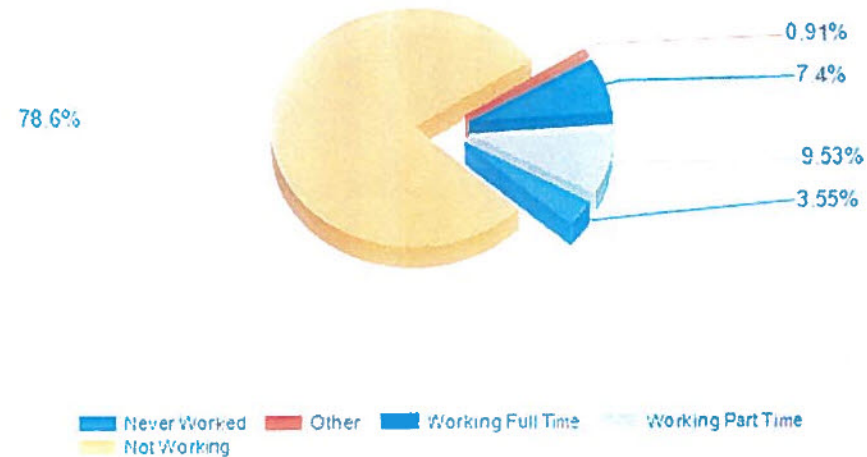
Current Age



Current Age



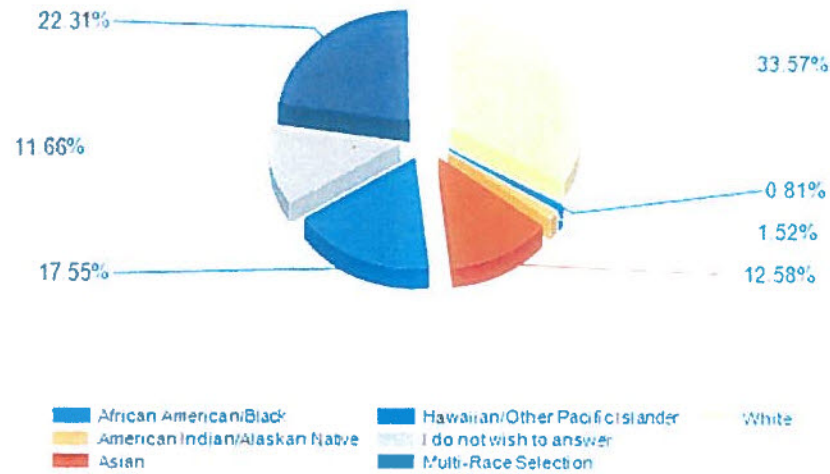
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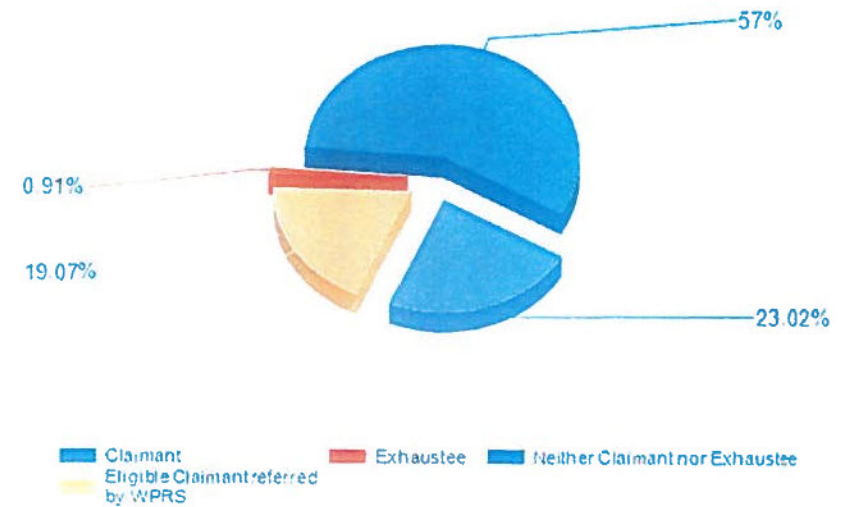
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Hawaii)

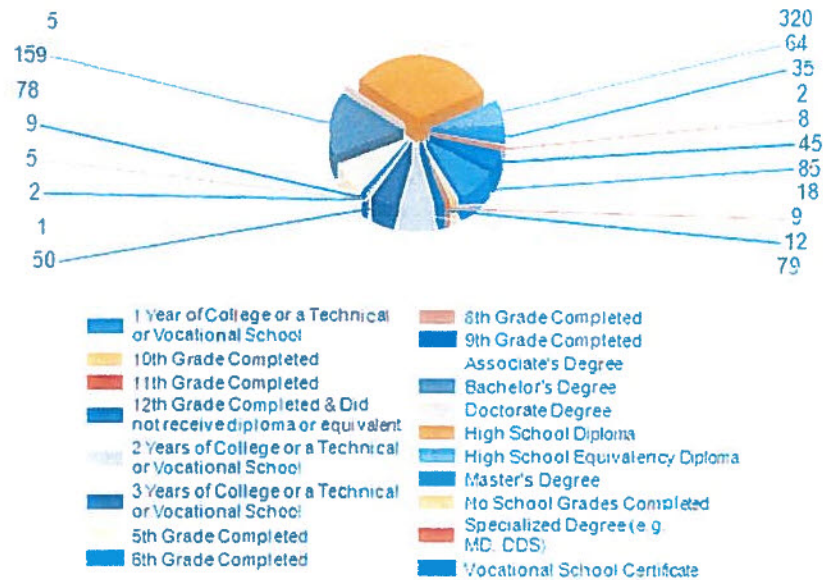
Race



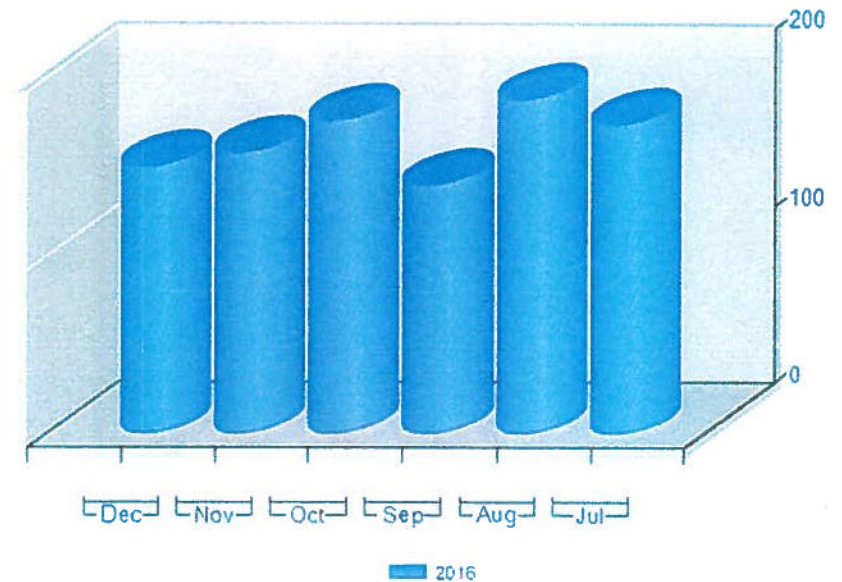
Unemployment Status



Education Level



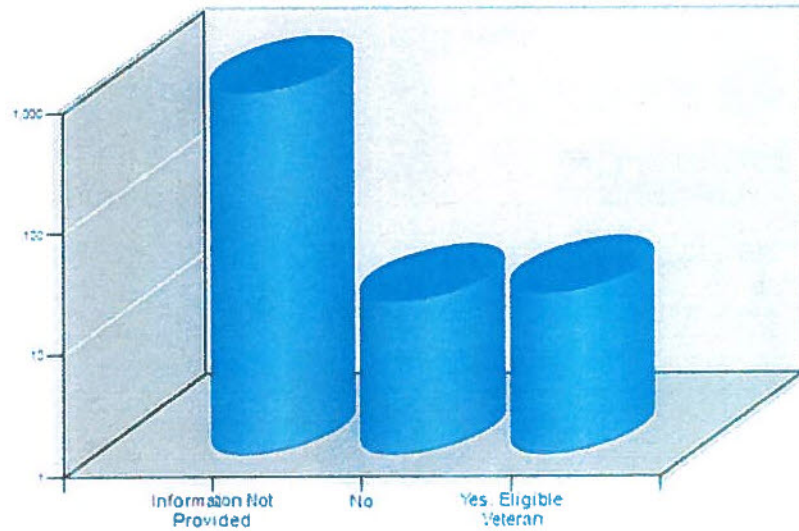
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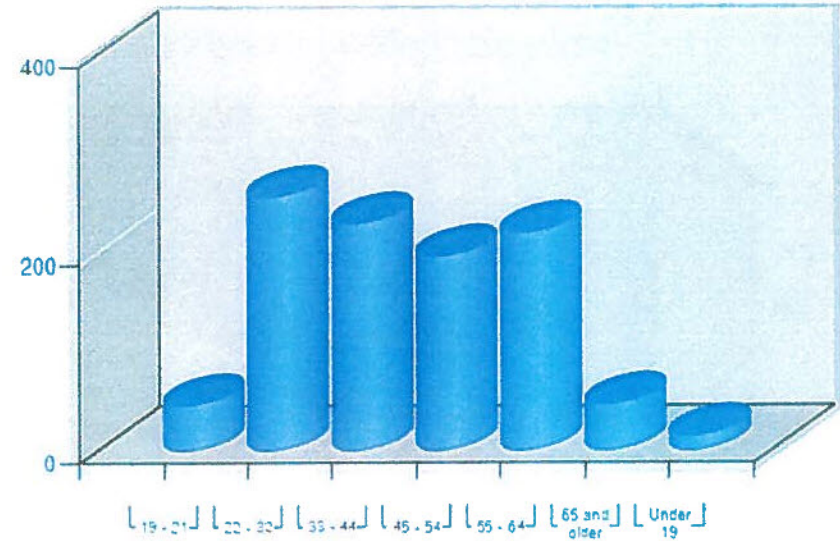
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Maui)

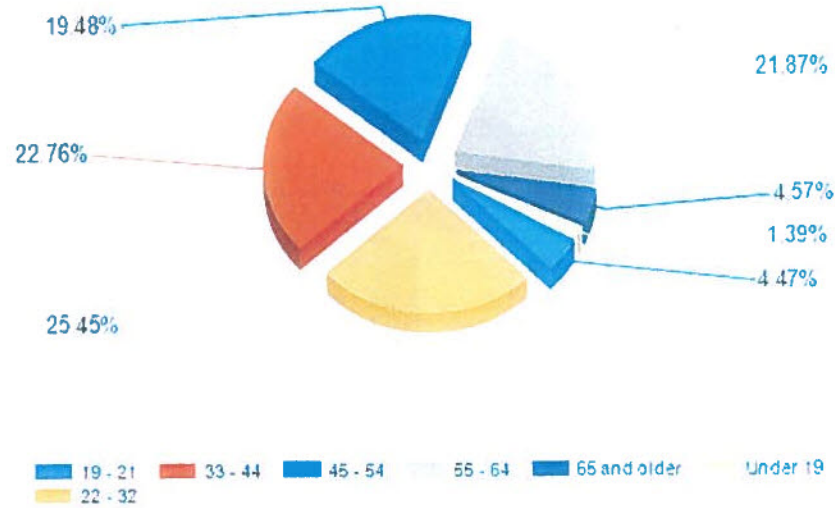
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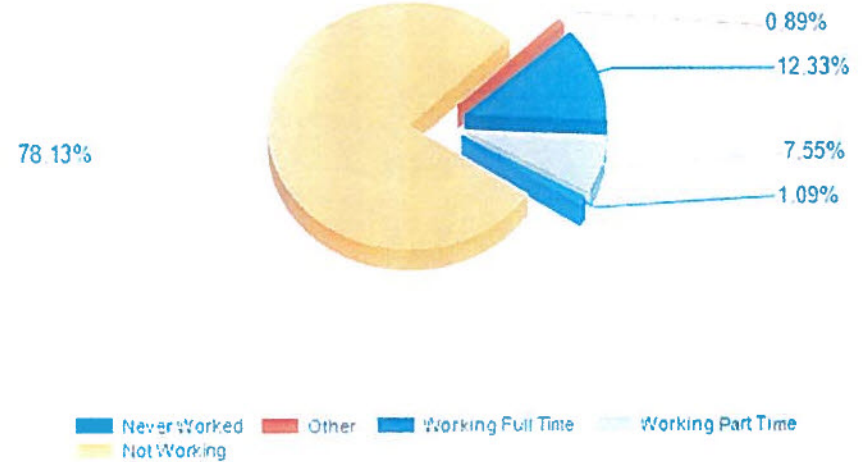
Current Age



Current Age



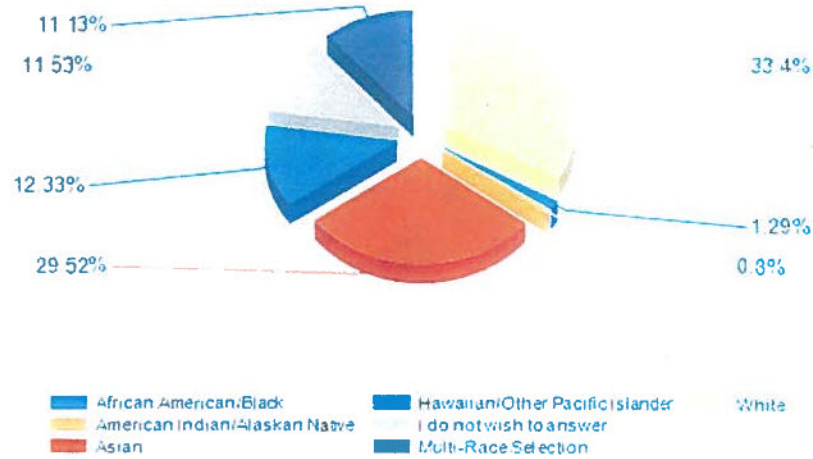
Employment Status



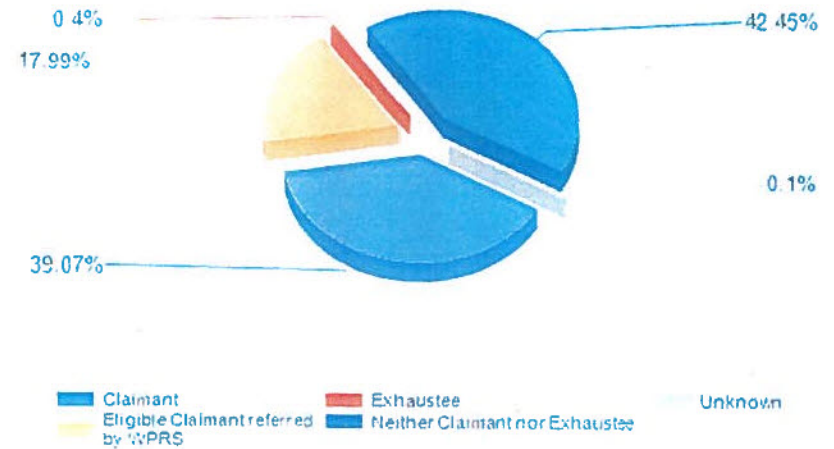
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Maui)

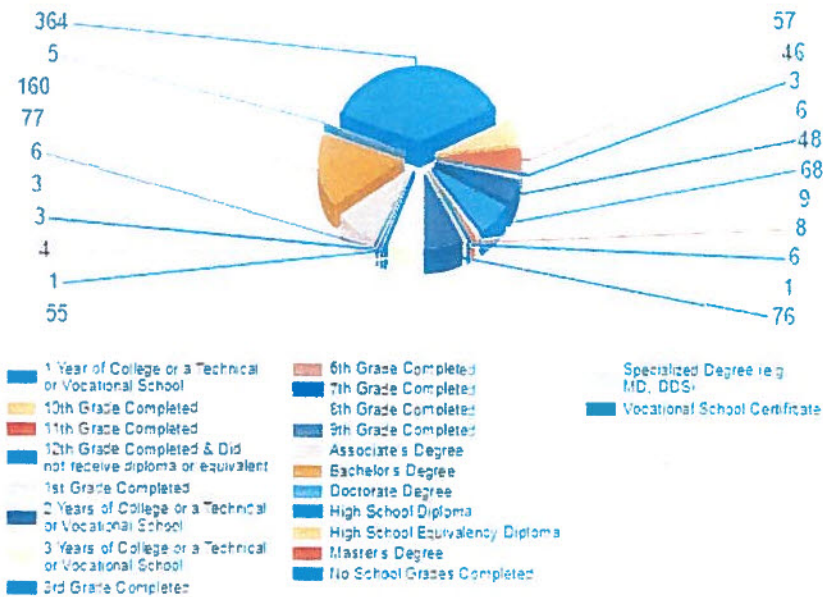
Race



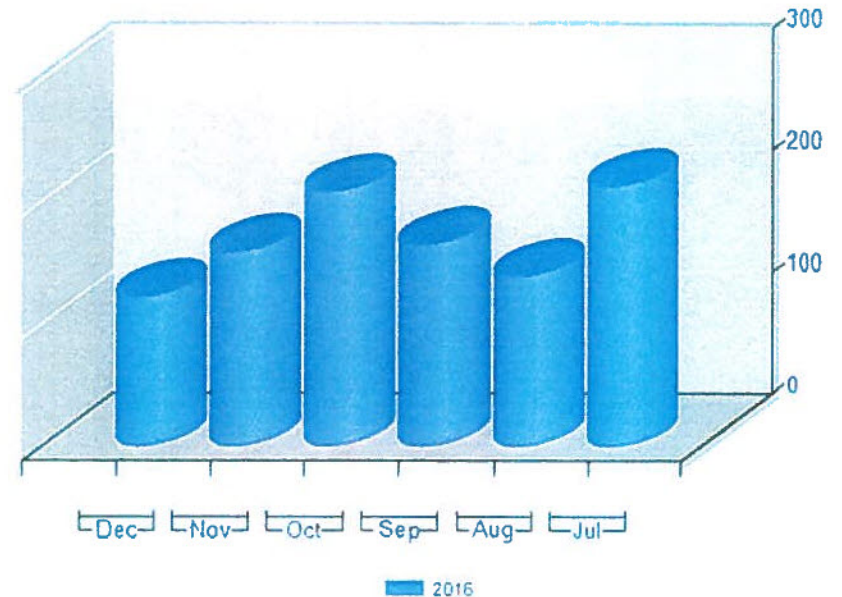
Unemployment Status



Education Level



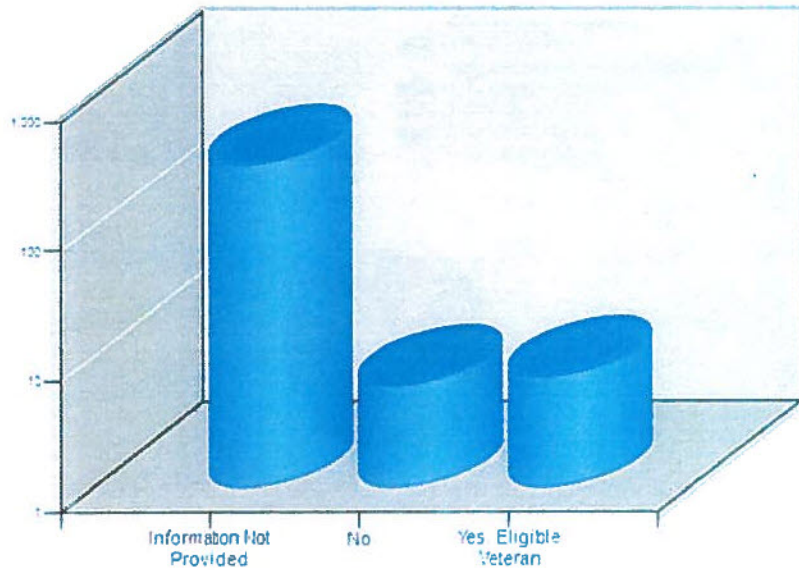
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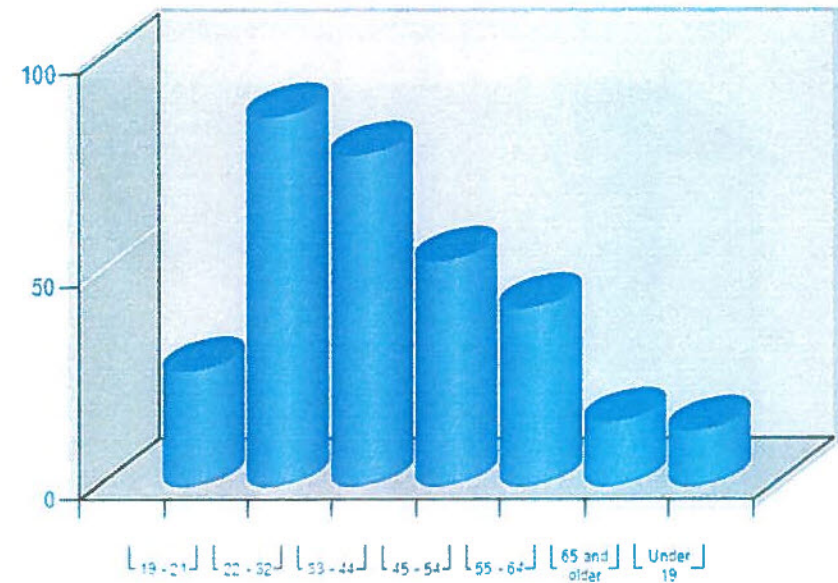
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Kauai)

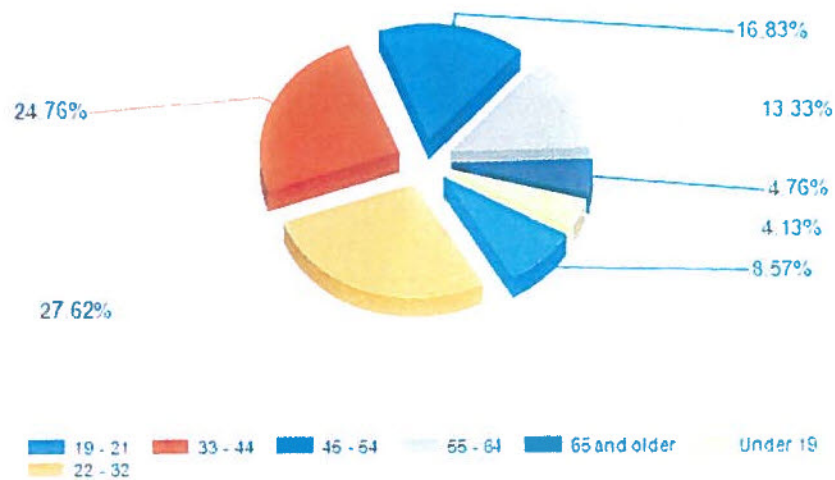
Veteran Type



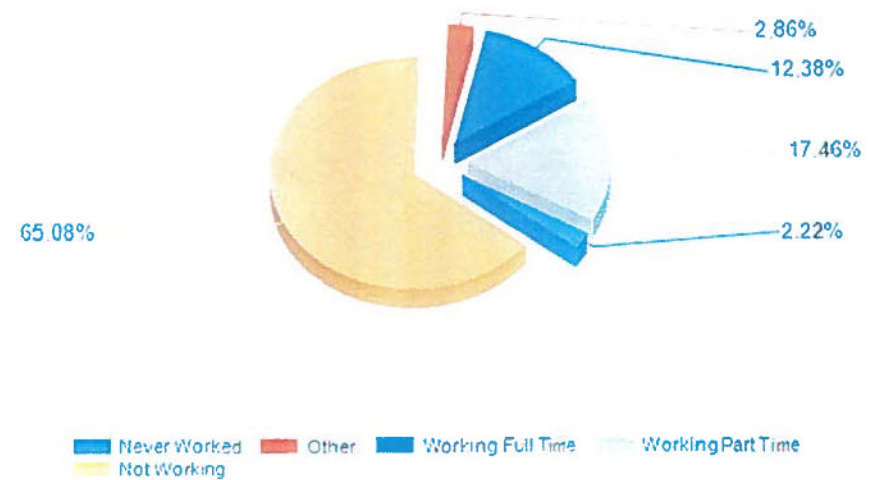
Current Age



Current Age



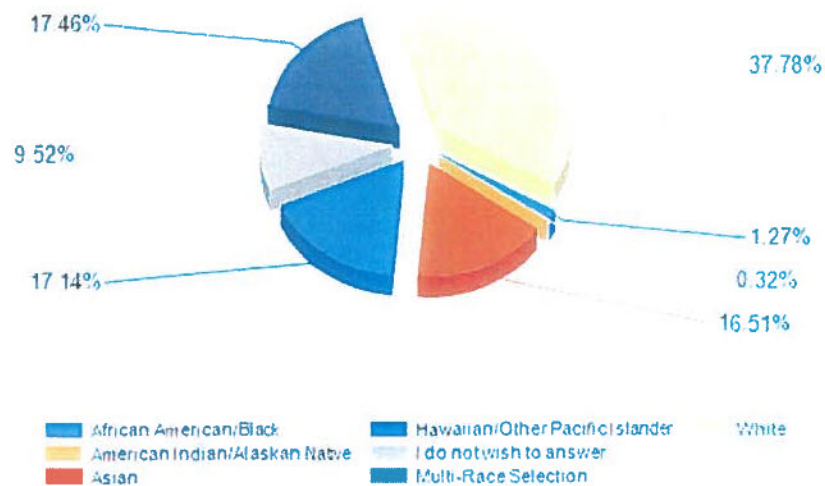
Employment Status



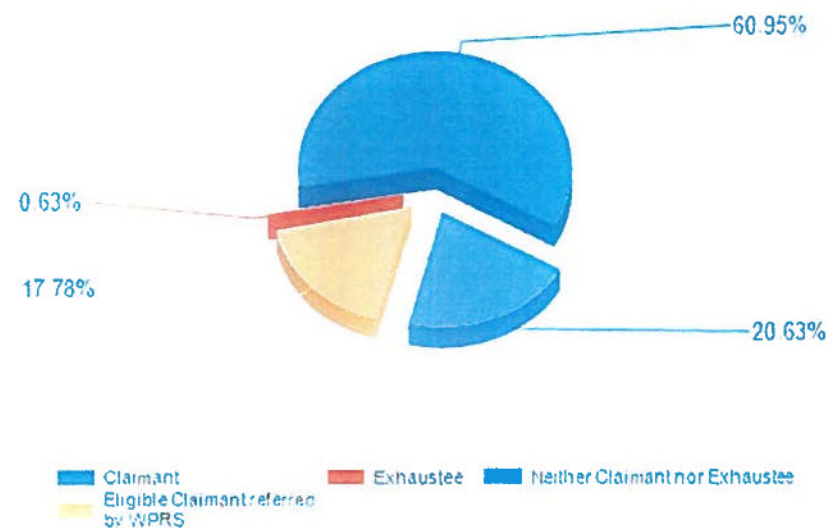
Date Range: July 1, 2016 – December 31, 2016

Registered Individual Report (County: Kauai)

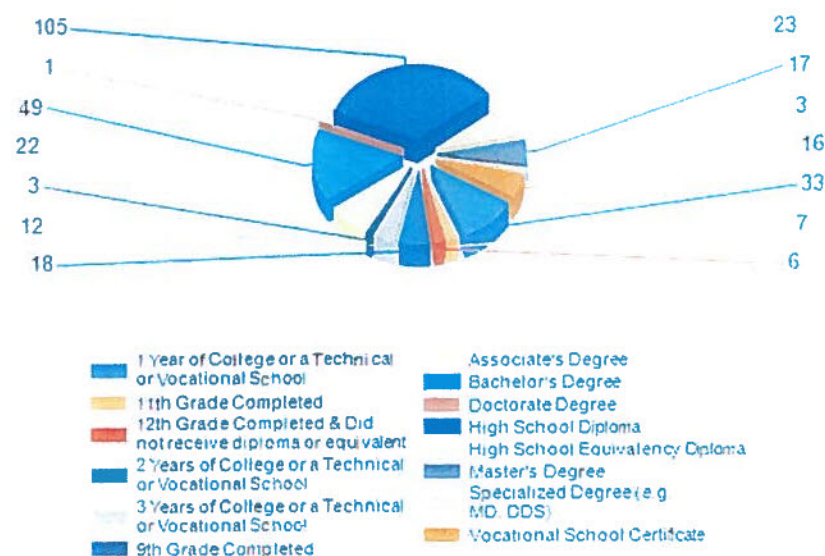
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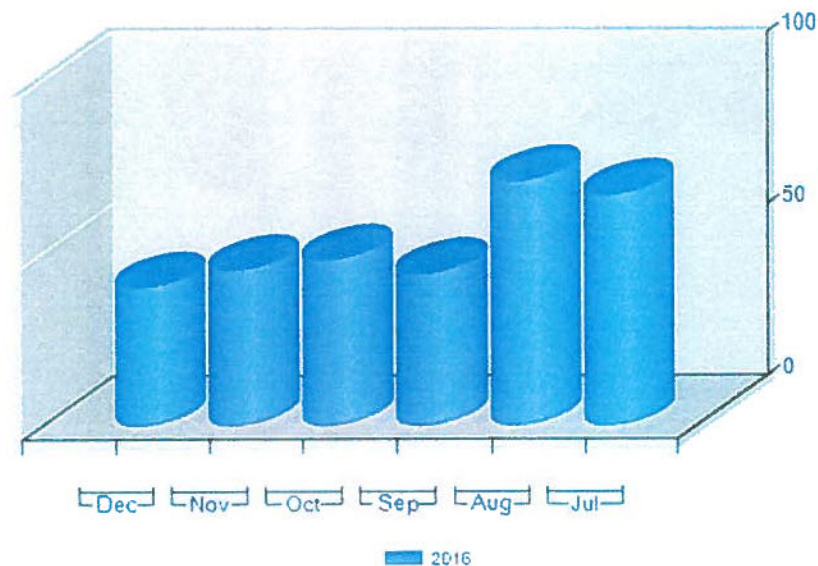
Unemployment Status



Education Level



Registration Date



Date Range: July 1, 2016 – December 31, 2016

HireNet Hawaii - Creating Registered Individual Reports

Website: www.hirenethawaii.com

1. Upon logging in, in the left column, under “Reports,” select “Summary Reports”

The screenshot shows the HireNet Hawaii interface. On the left, a blue sidebar contains a 'Reports' menu. The 'Summary Reports' option is highlighted with a red box and a black arrow pointing to it. The main content area on the right shows the 'Upcoming Events' section with a link to 'Enter the Appointment Center'. Below this is a blue bar for 'Labor Market Services'. Underneath, there are three sections: 'Labor Market Facts' (with a bar chart icon), 'Area Profile' (with a location pin icon), and 'Industry Profile' (with a gear icon). Each section has a brief description of the information available.

Upcoming Events

[Enter the Appointment Center](#)

Labor Market Services

Labor Market Facts
Find answers to commonly asked questions about the local labor market.

Area Profile
Access a summary of the labor market in a selected area.

Industry Profile
Access labor market information on industries in a selected area.

2. Under “Summary Reports,” select “Dashboards”

The screenshot shows the HireNet Hawaii interface. On the left, a blue sidebar contains a 'Quick Search' section and a 'My Staff Workspace' section. The 'Dashboards' option is highlighted with a red box and a black arrow pointing to it. The main content area on the right shows the 'Summary Reports' section. Underneath, there are two sections: 'Executive' (with a bar chart icon) and 'Trend' (with a line graph icon). Each section has a brief description of the information available.

Quick Search

My Staff Workspace

My Staff Dashboard

My Staff Resources

My Staff Account

Directory of Services

Services for Workforce Staff

Manage Individuals

HIRENET HAWAII

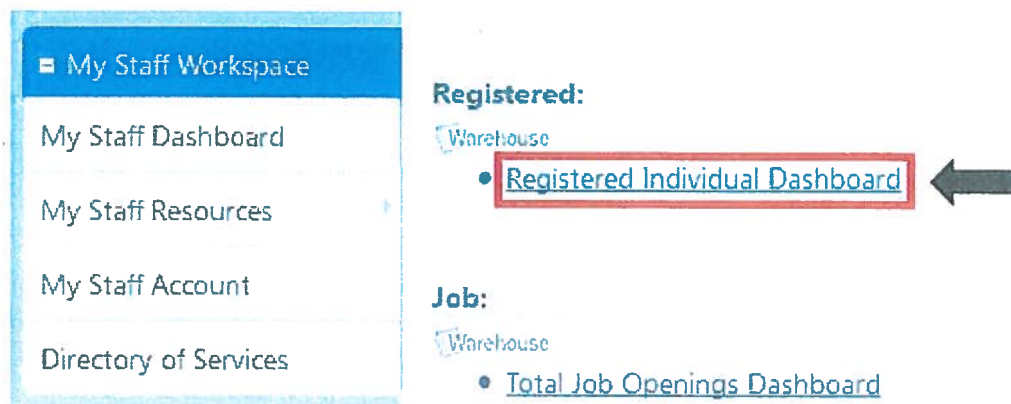
Summary Reports

Dashboards
Display Dashboard Reports

Executive
Display Executive Summary Reports

Trend
Display Trend Reports

3. Under “Registered,” select “Registered Individual Dashboard”



4. Customize your report to your own criteria. You may sort by location, office, age, gender, race, education, employment, veteran status, etc. After completion, select “Run Report”

Date

Date Filter: Registration Date

Date Range: Last 7 Days

From: 03/02/2017 (mm/dd/yyyy)

To: 03/08/2017 (mm/dd/yyyy)

[Reset Dates](#)

The date range selection of "Today" will retrieve real time data.
Otherwise data may be up to 24 hours behind.

[Run Report](#)